



**Department of Energy**  
Washington, DC 20585

May 11, 2001

**MEMORANDUM FOR DISTRIBUTION**

FROM:

A handwritten signature in cursive script, appearing to read "Joseph Arango".

Joseph Arango, Facility Representative Program Manager (S-3.1)

SUBJECT: Facility Representative Program Performance Indicators Quarterly Report

The Facility Representative Program Performance Indicators (PIs) Quarterly Report is attached, covering the period from January to March 2001. Data for these indicators are gathered by the Field elements quarterly per the Facility Representatives Standard, DOE-STD-1063, and reported to Headquarters Program Offices for evaluation and feedback in order to improve the Facility Representative Program. The definitions of the PIs from the Standard are also attached for your use in evaluating the data.

I intend to continue to provide this summary information to you quarterly. These PIs provide valuable measures of the effectiveness of the Facility Representative Program across the complex. These indicators should be used to guide future actions to correct weaknesses and further strengthen the role of the Facility Representatives in the Department goal of conducting work safely.

Current Facility Representative information and past quarterly reports are accessible via the Internet at our website. Should you have any questions or comments on the website or this report, please do not hesitate to contact me at 202-586-7599.

Attachments

Facility Representative Program Quarterly Report  
May 11, 2001

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## Facility Representative Program Performance Indicators (1QCY2001)

Ops Office	Area Office	Staffing per Analysis		FTEs	Actual Staffing	% Staffing	Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time *
AL	AAO	15		11	8	53	0	89	89	35	60
AL	CBFO	1		1	1	100	0	100	0	60	65
AL	KAO	12		11	10	83	1	70	60	31	57
AL	LAO	19		19	15	79	1	53	47	46	82
CH	AMES	1		1	1	100	0	100	100	30	75
CH	ARG-E	5		5	5	100	0	100	100	40	85
CH	ARG-W	3		3	3	100	0	67	0	51	85
CH	BAO	5		5	4	80	0	100	75	60	85
CH	FAO	2		2	1	50	0	100	100	40	60
CH	PAO	1		0.5	1	100	0	100	100	50	81
ID	OPS	17		17	19	112	3	100	74	34	77
NV	OPS	10		11	7	70	0	100	43	40	66
OAK	OPS	10		10	11	110	1	45	27	32	63
OH	FERN	6		6	6	100	0	100	100	40	69
OH	MEMP	4		4	4	100	0	100	100	50	67
OH	WVDP	2		3	3	150	0	100	100	56	69
OR	EM	20		17	17	85	0	75	69	50	70
OR	NE	5		4	4	80	0	100	75	58	78
OR	ORNL	3		2	2	67	0	100	100	76	84
OR	YAO	13		12	6	46	1	50	50	51	80
ORP	-	7		7	7	100	0	100	100	48	74
RF	FIELD	14		15	15	107	0	86	66	55	75
RL	OPS	20		22	22	110	0	100	91	41	62
SR	OPS	44		44	43	98	1	93	91	43	77
<b>Totals:</b>		<b>239</b>		<b>232.5</b>	<b>215</b>	<b>90</b>	<b>8</b>	<b>83</b>	<b>71</b>	<b>44</b>	<b>72</b>
<b>DOE Goals:</b>				<b>-</b>	<b>-</b>	<b>100</b>	<b>-</b>	<b>-</b>	<b>&gt;75</b>	<b>&gt;40</b>	<b>&gt;60</b>

\* % Oversight Time includes % Field Time

## **Facility Representative Program Accomplishments**

- Brian Harkins, an Office of River Protection Facility Representative, identified concerns over permanently installed lifting bails on cover blocks in the tank farms that show signs of concrete spalling, corrosion, and lack an inspection plan for the bails. Work that requires lifting cover blocks has been suspended as a result of these safety concerns related to the bails. This safety issue might have implications at other sites as well and is being investigated further.
- A Savannah River Operations Office Facility Representative identified safety related shortfalls in the design of Protective Force entry gate A-11 and was instrumental in having it redesigned to ensure safety during vehicle entry. This was accomplished by piggy backing the corrective design during already planned road work thus saving additional spending.
- Savannah River Operations Office Facility Representatives supported a number of review efforts at other sites in the complex including the Operational Readiness Review for restart of the Y-12 Enriched Uranium Operations Reduction and Primary Extraction Pour-Up, the Type B Accident Investigation for the Los Alamos National Laboratory Atlas facility oil spill, and the Oakland Operations Office self-assessment of the Livermore Site Facility Representative program.
- During the Rapid Reactivation Project Readiness Assessment, Kirtland Area Office Facility Representatives proactively identified non-UL listed electrical equipment requiring certification and facility categorical processes requiring environmental permitting.
- A Kirtland Area Office Facility Representative's review of a Sandia National Laboratory Plasma Arc Welding process resulted in identification of a need for an electronic interlock for this partially automated operation.
- Ohio Field Office Facility Representative review of a Miamisburg Environmental Management Project work package for pyrophoric dimethyl zinc brought about the switch from flame resistant labcoat to coveralls and the designation of additional valve positions with safety being significantly enhanced for this work.
- Richland Operations Office Facility Representatives, along with various other Facility Representatives, participated in around the clock coverage of Multi-Canister Overpack processing activities. They identified significant conduct of operations issues primarily with procedure compliance.
- During review of a planned critical lift operation in Building 771, a Rocky Flats Field Office Facility Representative determined that all of the lift points for the hoisting operation had not been tested contrary to previous facility management commitments. The operation was postponed until all the lift points had been load tested to ensure safety of the operation. Additional controls have been established to address initial and periodic testing requirements for load testing lift points.
- During an off-shift tour, a Savannah River Operations Office Facility Representative observed the double doors to the Waste Sort Facility secondary confinement and emergency doors were open during routine operations. The open doors invalidated facility design requirements for airflow and the situation was not detected and corrected during rounds which were required by procedure. Upon notification, the contractor stopped work to address the situation and an off-normal occurrence was issued.

STAFFING			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Staffing	Number of FacRep positions filled ----- Number of FacRep positions *	100% of [#FacReps]  * per DOE-STD-1063-2000 staffing analysis
	-- Staffing analysis positions -- Approved FTE staffing -- Actual filled staffing		
DOE-wide	Attrition	Number of FacReps leaving the program this quarter.	N/A

TRAINING AND QUALIFICATION			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% of FacReps Core Qualified	Number of FacReps Core Qualified ----- Number of FacReps	None specified
DOE-wide	% of FacReps Fully Qualified	Number of Fully Qualified FacReps ----- Number of FacReps	Greater than 75%

FULFILLING THE FACILITY REPRESENTATIVE ROLE			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Field Time (FacRep % time spent in the plant/field on plant walkthroughs, surveillances, assessments, etc.)	Average number of hours spent in the plant/ field this quarter ----- Number of available work hours this quarter*	Greater than 40%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
	Overtime/comptime hours count in both the numerator and denominator		
DOE-wide	% Oversight Time (FacRep % time spent performing contractor oversight which includes time in plant/field as above, and procedure reviews at desk, ORPS activities at desk, etc.)	Average number of hours FacReps spend performing contractor oversight this quarter ----- Number of available work hours this quarter*	Greater than 60%  * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
	Overtime/comptime hours count in both numerator and denominator		

FACILITY REPRESENTATIVE PROGRAM ACCOMPLISHMENTS			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	Accomplishments	Any accomplishments of note during the quarter	None specified